



# *Virginia Department of Labor and Industry* *Training Catalog* *2006 - 2007*



<b>TRAINING LOCATIONS/DIRECTIONS</b>		
<a href="#"><u>Augusta County Government Center</u></a> 18 Government Center Lane Verona, VA 24482	<a href="#"><u>DEQ – Glen Allen</u></a> 4949-A Cox Road Glen Allen, VA 23060	<a href="#"><u>DEQ – Lynchburg</u></a> 7705 Timberlake Road Lynchburg, VA 24502
<a href="#"><u>VDOT Maintenance Training Academy</u></a> 4926 Mudd Tavern Road Woodford, VA 22580	<a href="#"><u>Technology Transfer Center</u></a> 1230 Cedars Court, Suite B Charlottesville, VA 22903	
<a href="#"><u>VDOT Norfolk Residency Office</u></a> 1992 South Military Highway Chesapeake, VA 23320	<a href="#"><u>VDOT Richmond District Training Center</u></a> 2201 West Hundred Road Chester, VA 23831	<a href="#"><u>VDOT Salem District Auditorium</u></a> 731 Harrison Avenue Salem, VA 24153

## VOSH 7505 – Accident Investigation (Introduction)

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**Course Description:** Introduction to accident investigation provides an introduction to basic accident investigation procedures and describes accident analysis techniques. The goal of this 2-day course is to help participants gain the basic skills necessary to conduct an effective accident investigation at their workplace. The target audience is the small employer, manager, employee or employee representative who, as part of a firm's safety and health system, would be involved in conducting accident and/or near-miss investigations. Topics include the primary reasons for conducting an accident investigation, employer responsibilities related to workplace accident investigations, and a six-step accident investigation procedure. The course is set up as a facilitated, interactive training session focusing on class discussion and group activities designed to provide the basic information on accident investigation techniques and the methodology and the prevention of accidents. This course includes topics such as identification, examination, evaluation, and preservation of evidence; development of supportive documentation; and costs incurred from accidents. Case studies will be conducted during the presentation to further ensure each student's knowledge and understanding of this subject.

**Course Length:** 2 day

DATE	TIME	LOCATION
September 20, 2006 September 21, 2006	9:00 a.m. – 3:00 p.m. & 9:00 a.m. – 3:00 p.m.	VDOT Maintenance Training Academy, Thornburg, VA
January 17, 2007 & January 18, 2007	8:30 a.m. – 4:30 p.m. & 8:30 a.m. – 11:30 a.m.	VDOT Norfolk Residency Office – Chesapeake, VA
February 14, 2007 & February 15, 2007	8:30 a.m. – 4:30 p.m. & 8:30 a.m. – 11:30 a.m.	VDOT Richmond District Training Center – Chester, VA
March 28, 2007 & March 29, 2007	8:30 a.m. – 4:30 p.m. & 8:30 a.m. – 11:30 a.m.	VDOT Salem District – Salem, VA

## VOSH 3085 – Aerial Lift Devices & Scissors Lifts

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**Course Description:** This course is designed to provide individuals with the working knowledge of how aerial lifts are to be properly operated in the workplace and that the appropriate safeguards are to be applied while they are being used. This course is recommended for managers, supervisors, and employees that use these types of devices.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
November 8, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
June 19, 2007	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA

## VOSH 7201 – Bloodborne Pathogens

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**Course Description:** This course explains the regulatory measures required to protect employees from the hazards of occupational exposure to blood and other potentially infectious materials containing bloodborne pathogens, such as hepatitis B virus (HBV), and immunodeficiency virus (HIV). Topics of discussion will include applicable definitions, infection control, engineering and work practice controls, universal precautions, personal protective equipment, housekeeping, medical evaluations, warning signs, labels and labeling systems, and employee training.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
October 4, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
December 20, 2006	8:00 a.m. – 12:00 p.m.	Augusta County Government Center – Verona, VA
February 15, 2007	1:00 p.m. – 5:00 p.m.	VDOT Richmond District Training Center – Chester, VA

## VOSH 7200 – Bloodborne Pathogen Exposure Control for Healthcare Facilities

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**Course Description:** The purpose of this one-day course is to develop a Bloodborne Pathogens Exposure Plan for healthcare facilities using a step-by-step approach. Featured topics include an Introduction to the Bloodborne Pathogens Standard; the Exposure Control Plan; Exposure Determination; Methods of Control; Vaccinations and Evaluations; Training and Information; and Recordkeeping. The target audience is the program administrator, manager, or other personnel designated with the responsibility of developing a Bloodborne Pathogens Exposure Control Plan for a small healthcare facility.

**Course Length:** 1 day

DATE	TIME	LOCATION
<del>cancelled</del> <del>September 7, 2006</del>	<del>8:00 a.m. – 5:00 p.m.</del>	<del>VDOT Richmond District Training Center – Chester, VA</del>
April 11, 2007	8:00 a.m. – 5:00 p.m.	VDOT Norfolk Residency Office – Chesapeake, VA

## VOSH 7300 – Confined Space Standard (OSHA's Permit-Required)

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**Course Description:** This one-day course discusses the requirements of OSHA's permit-required confined space standard, 29 CFR 1910.146. It is designed for small employers or a designated representative (line supervisor or manager) with the responsibility to develop a permit space program. It covers OSHA's requirements but does not feature hands-on sections (instrumentation and control methods and testing), which are included in OSHA course #2260. Topics include: scope and definitions; general requirements; permit space program; training requirements; and employee roles and rescue.

**Course Length:** 1 day

DATE	TIME	LOCATION
January 9, 2007	8:30 a.m. – 4:30 p.m.	VDOT Richmond District Training Center – Chester, VA
April 12, 2007	8:30 a.m. – 4:30 p.m.	VDOT Norfolk Residency Office – Chesapeake, VA

## **VOSH 2035 – Electrical (Construction – §1926 Subpart “K”)**

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**Course Description:** This course is designed to explain safety standards specific to the construction industry. Topics include: cord-and plug-connected equipment, assured equipment grounding program, ground fault circuit interrupters, and portable generators. Construction specific work safety procedures will also be discussed.

**Course Length:** 4 Hours

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
October 19, 2006	8:00 a.m. – 12:00 p.m.	Central Virginia Community College – Lynchburg, VA
December 14, 2006	1:00 p.m. – 5:00 p.m.	DEQ – Glen Allen, VA
June 20, 2007	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA

## **VOSH 2030 – Electrical (General Industry – §1910 Subpart “S”)**

**Course Description:** This course is designed to explain the safety standards specific to general industry. Topics included are: use of extension cords, safe electrical work procedures, ground fault protection, and electrical systems. This class is recommended for those that are involved in scheduling, supervising, and performing electrical work and repairs in the workplace.

**Course Length:** 4 Hours

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
October 4, 2006	1:00 p.m. – 5:00 p.m.	DEQ – Glen Allen, VA
December 20, 2006	1:00 p.m. – 5:00 p.m.	Augusta County Government Center – Verona, VA
June 27, 2007	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA



## VOSH 7105 – Evacuation and Emergency Planning

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**Course Description:** Evacuation and Emergency Planning focuses on OSHA requirements for emergency action plans and fire protection plans. Preparing for emergencies is a basic principle of workplace safety and health. Participants will learn: (1) reasons for emergency action plans and fire prevention plans and when they are required for a workplace; (2) elements of a good evacuation plan; and (3) features of design and maintenance of good exit routes. The optional session for this course will focus on assessment of risk for terrorist attacks and how to utilize OSHA's two matrices, evacuation planning and fire and explosion, as tools in planning for emergencies.

**Course length:** 8 Hours

DATE	TIME	LOCATION
October 5, 2006	8:00 a.m. – 5:00 p.m.	DEQ – Glen Allen, VA
April 3, 2007 & April 4, 2007	9:00 a.m. – 3:30 p.m. & 9:00 a.m. – 11:30 a.m.	VDOT Maintenance Training Academy – Thornburg, VA

## VOSH 3010 – Excavation & Trenching (\$1926 Subpart “P”)

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**Course Description:** This course is designed to teach participants the proper methodology to use when doing any excavation and covers the Standard §1926, Subpart “P”. Topics include: soil classification, shoring techniques, trench boxes, hydraulic bracing/shoring, the competent person, and hazards associated with most types of excavation work. Participants will be made aware of the uses of various techniques used to classify soil, learn the dynamics of ground excavation inspections, determine the use of safety systems (bracing/shoring), learn the hazards associated with excavation work, and discuss soil collapses (failures/cave-ins).

**Course Length:** 4 Hours

DATE	TIME	LOCATION
September 27, 2006	8:00 a.m. – 12:00 p.m.	Augusta County Government Center – Verona, VA
November 16, 2006	8:00 a.m. – 12:00 p.m.	Central Virginia Community College – Lynchburg, VA
January 10, 2007	8:00 a.m. – 12:00 p.m.	VDOT Richmond District Training Center – Chester, VA

## VOSH 3110 – Fall Protection

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**Course Description:** The course is designed to familiarize participants with slip, trip and fall hazards, and will increase employee awareness of the need for good housekeeping on the construction site, and the methods for reporting, eliminating or controlling those known hazards.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
October 18, 2006	1:00 p.m. – 5:00 p.m.	DEQ – Lynchburg, VA
November 8, 2006	1:00 p.m. – 5:00 p.m.	DEQ Glen Allen, VA
May 16, 2007	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA

## VOSH 2420 – Hand & Portable Power Tools

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**Course Description:** This course will provide the basic information related to tool safety, proper use and inspection. Topics of discussion will include the daily inspection process required by the current standard as well as the necessary documentation needed to show the "out of service" program required for employee safety.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
September 27, 2006	1:00 p.m. – 5:00 p.m.	Augusta County Government Center – Verona, VA
January 10, 2007	1:00 p.m. – 5:00 p.m.	VDOT Richmond District Training Center – Chester, VA

## VOSH 1200 – Hazard Communication

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**Course Description:** This course is designed to provide Managers, Supervisors, and Employees with information necessary to establish Hazard Communication Programs. It will make them aware that they have both a need and a right to know of the hazards and identities of the chemicals to which they are exposed to in the work environment, and the necessary protective measures to prevent injury or illness. It will assist them in developing an effective Hazard Communication Program by identifying, explaining, and using the four elements of the rule for the purpose of informing employees of the hazards, identities, and protective measures to prevent injury or illness.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
September 28, 2006	1:00 p.m. – 5:00 p.m.	Harrisonburg, VA
January 24, 2007	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
April 4, 2007	12:30 p.m. – 4:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA

## VOSH 3095 – Lockout/Tagout (LOTO)

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**Course Description:** This course will provide the necessary information as it relates to 29 CFR 1910.147. Participants will be involved in discussion pertaining to the control of hazardous energy, procedures, protective measures, inspections, training and communications.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
November 15, 2006	1:00 p.m. – 5:00 p.m.	DEQ – Lynchburg, VA
December 14, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
May 3, 2007	1:00 p.m. – 5:00 p.m.	VDOT Richmond District Training Center – Chester, VA

## VOSH 3070 – Logging Operations (General Industry – §1910.266 Subpart “R”)

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**Course Description:** This course is designed for Managers, Supervisors, and employees that work in an area where trees are cut down without regard to the end use of the timber. It provides the requirements for those involved with this industry, and also gives guidance as to the industry requirements for the use or various pieces of equipment.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
January 24, 2007	1:00 p.m. – 5:00 p.m.	DEQ – Glen Allen, VA
March 29, 2007	1:00 p.m. – 5:00 p.m.	VDOT Salem District – Salem, VA

## VOSH 2040 - Machinery & Machine Guarding

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**Course Description:** The main focus of this course is to increase the participant's knowledge and skill in proper machine safeguarding techniques and to highlight the benefits of guarding various types of machinery. It is the employer's responsibility to identify and select the safeguard necessary to protect employees and others in the work area, as well as to provide appropriate training in safe work practices. Knowing when and how to properly safeguard machinery can reduce or eliminate the potential for accidents and injuries.

**Course Length:** 1 Day

DATE	TIME	LOCATION
December 13, 2006	8:30 a.m. – 4:30 p.m.	DEQ – Glen Allen, VA
June 26, 2007	8:30 a.m. – 4:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA



## VOSH 2080 – Materials Handling

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**Course Description:** This course is designed to show the application of the Material Handling requirements within the standard. Each section of the standard(s) will be discussed along with its application to and relationship to other parts of the standard(s).

**Course Length:** 4 Hours

DATE	TIME	LOCATION
December 6, 2006	1:00 p.m. – 5:00 p.m.	VDOT Richmond District Training Center – Chester, VA
January 25, 2007	1:00 p.m. – 5:00 p.m.	DEQ – Glen Allen, VA

## VOSH 7500 – OSHA Construction Standard Course – 10 Hour

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**Course Description:** The main focus of this course is to provide students the necessary training to be able to understand and utilize the 29 CFR 1926 Standards, and then to receive an OSHA 10 Hour Construction Course Completion Card after they have completed the required training with 10 instructional contact hours.

**Course Length:** 10 hours

DATE	TIME	LOCATION
February 6 & 7, 2006	8:30 a.m. – 4:30 p.m.	VDOT Salem District – Salem, VA
March 20 & 21, 2007	8:30 a.m. – 4:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA
April 24 & 25, 2007	8:30 a.m. – 4:30 p.m.	VDOT Richmond District Training Center – Chester, VA

This Class consists of the following seminars:

- Introduction to OSHA
- Electrical for Construction
- Fall Protection
- Excavation & Trenching
- Hand & Portable Tool
- Material Handling Seminar
- Personal Protective Equipment (PPE)
- Scaffolding
- Stairway & Ladders

## **VOSH 8500 – OSHA General Industry Standard Course – 10 Hour**

**Course Description:** The main focus of this course is to provide students the necessary training to be able to understand and utilize the 29 CFR 1910 Standard, and then to receive an OSHA 10 Hour General Industry Course Completion Card after they have completed the required training with 10 instructional contact hours.

**Course Length:** 10 Contact Hours

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
February 27 & 28, 2007	8:30 a.m. – 4:30 p.m.	DEQ – Glen Allen, VA
March 7 & 8, 2007	8:30 a.m. – 4:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA
May 9 & 10, 2007	8:30 a.m. – 4:30 p.m.	Augusta County Government Center – Verona, VA

This Course consists of the following seminars:

- Introduction to OSHA
- Electrical for General Industry
- Walking & Working Surfaces
- Exit Routes, Emergency Action Plans, & Fire Prevention Plans
- Personal Protective Equipment (PPE)
- Bloodborne Pathogen
- Flammable Liquids
- Hazard Communication
- Machine Guarding

## VOSH 510 – Occupational Safety and Health Standards for Construction

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**Course Description:** This course for private sector personnel covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive an OSHA construction safety and health 30-hour course completion card. This course is for personnel who will not be conducting training sessions. To receive the Course Completion Card for attending this course, *each student must attend training on all of the dates indicated on the schedule. You must be pre-registered to attend this course.*

**Course Length:** 5 Days *on the dates as indicated below* (Minimum of 30 Hours)

DATES	TIME	LOCATION
The Class includes " <b><i>ALL</i></b> " of the following dates: October 17, 2006 October 31, 2006 November 14, 2006 December 5, 2006 & December 12, 2006)	8:30 a.m. – 4:30 p.m.	VDOT Richmond District Training Center – Chester, VA

## VOSH 511 – Occupational Safety and Health Standards for General Industry

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**Course Description:** This course covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive an OSHA general industry safety and health 30-hour course completion card. This course is for personnel who will not be conducting training sessions. To receive the Course Completion Card for attending this course, *each student must attend training on all of the dates indicated on the schedule. You must be pre-registered to attend this course.*

**Course Length:** 5 Days *on the dates as indicated below* (Minimum of 30 Hours)

DATES	TIME	LOCATION
The Class includes " <b>ALL</b> " of the following dates: February 13, 2007 March 1, 2007 March 22, 2007 April 5, 2007 April 26, 2007	8:30 a.m. – 4:30 p.m.	Technology Transfer Center - Charlottesville

## VOSH 2200 – Personal Protective Equipment (PPE)

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**Course Description:** This course will explain the requirements of the OSHA standard for the selection, use, care and maintenance of personal protective equipment used to protect employees. There will be discussions on the selection, design and application of various types of protective equipment and of their limitations.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
November 7, 2006	1:00 p.m. – 5:00 p.m.	DEQ – Glen Allen, VA
May 15, 2007	9:30 a.m. – 1:30	VDOT Maintenance Training Academy – Thornburg, VA

## VOSH 7845 – Recordkeeping

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**Course Description:** The course is designed for the person who maintains the injury and illness records. This 6-hour course is designed to assist employers in identifying and fulfilling their responsibilities for posting certain records, maintaining records of illnesses and injuries, and reporting specific cases to OSHA. Several practice sessions are included. Students who successfully complete this course will be able to identify and perform the OSHA requirements for recordkeeping, posting, and reporting and to complete OSHA forms 300, 300A, and 301.

**Course Length:** 6 hours

DATE	TIME	LOCATION
September 28, 2006	8:00 a.m. – 12:00 p.m.	Harrisonburg, VA
October 18, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Lynchburg, VA
November 3, 2006	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA
November 7, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
January 18, 2007	1:00 p.m. – 5:00 p.m.	VDOT Norfolk Residency Office – Chesapeake, VA

## VOSH 3080 – Scaffolding

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**Course Description:** This course is designed to show the application of the Scaffolding standard to particular jobs. Each section of the standard will be discussed along with its application to field erected scaffolds. Topics included are requirements of the competent person, erection & disassembly, inspections, and employee training with emphasis on documentation of inspections and training.

**Course Length:** 4 Hours

DATE	TIME	LOCATION
November 1, 2006	9:30 a.m. – 1:30 p.m.	VDOT Maintenance Training Academy – Thornburg, VA
January 25, 2007	8:00 a.m. – 12:00 p.m.	DEQ – Glen Allen, VA
May 3, 2007	8:00 a.m. – 12:00 p.m.	VDOT Richmond District Training Center – Chester, VA



## VOSH 7005 – Warehousing and Storage

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**Course Description:** This one-day course is designed as a training course for warehouse workers and will focus on many hazards and injuries that are likely to be encountered in warehouse operations. It has been shown that warehousing has become an increasingly hazardous area to work in. OSHA has identified Public Storage and Warehousing as one of seven industries with a high lost time rate. Injuries may occur from forklifts; material handling and lifting; exposure to hazardous substances; and slips, trips and falls. The course will discuss: powered industrial trucks; material handling/lifting/ergonomics; hazard communication; walking and working surfaces; and exit routes and fire protection.

**Course Length:** 1 day

DATE	TIME	LOCATION
<del>cancelled</del> <del>September 6, 2006</del>	<del>8:00 a.m. – 5:00 p.m.</del>	<del>VDOT Richmond District Training Center – Chester, VA</del>
December 19, 2006	8:00 a.m. – 5:00 p.m.	Augusta County Government Center – Verona, VA
May 2, 2007	8:00 a.m. – 5:00 p.m.	DEQ – Glen Allen, VA

## **VOSH 3020 – Welding, Cutting, & Brazing Safety Awareness**

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**Course Description:** This course is designed to provide supervisors and individual employees with the working knowledge required to comply with the OSHA Standards relating to the welding safe work practices required in Construction and General Industry.

**Course Length:** 4 Hours

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
November 15, 2006	8:00 a.m. – 12:00 p.m.	DEQ – Lynchburg, VA
December 6, 2006	8:00 a.m. – 12:00 p.m.	VDOT Richmond District Training Center – Chester, VA